

# ILLUMINATE AN UNDISCOVERED WORLD



EXHIBITOR PROSPECTUS  
& SPONSORSHIP  
OPPORTUNITIES

## 2024 FCCFA CONVENTION & TRADE SHOW

July 25-27, 2024

Hyatt Regency Coconut Point  
Bonita Springs



# AN INVITATION TO EXHIBITORS & SPONSORS

On behalf of the Florida Cemetery, Cremation & Funeral Association, it is my pleasure to invite your company to participate in the 2024 FCCFA Annual Convention & Trade Show. The convention will take place July 25 – 27, 2024 at the Hyatt Regency Coconut Point in Bonita Springs, FL.

This year our convention theme is **“Illuminate an Undiscovered World.”** That tagline is part of a larger quote from the book *A Salty Piece of Land* written by the late Jimmy Buffett. We thought the quote was appropriate for a group of funeral professionals, it reads, *“Maybe there is another who sees life not as a flickering candle but as a torch that can illuminate an undiscovered world.”* Some of the topics at this year’s convention will certainly help us illuminate the undiscovered world of artificial intelligence and its potential role in funeral service. We will also hold some leadership discussions that will help our members learn to lead more effectively in uncertain times.

We hope to see you there, as the relationships we have with our vendors and suppliers are an important and strategic component of the success of our businesses. I encourage you to please participate in the FCCFA convention which will not only be a great investment that will provide you with valuable networking

opportunities to increase your return on investment as an exhibitor and/or sponsor.

The FCCFA Convention is unique in design! The trade show, general sessions, as well as other activities will all take place in one location in the trade show hall. We have scheduled lunch on Friday, a reception on Friday evening, breakfast on Saturday and trade show breaks each day between the educational sessions to provide you with networking opportunities while displaying your products and services. We have some new sponsorship opportunities this year so be sure to check those out. This convention is a great way to meet the most providers in one location during 2024 and provide an exceptional experience for your company.

We invite you to participate in this excellent opportunity and look forward to seeing you this summer in Bonita Springs!

Sincerely,

*Janis*

Janis Diamond  
FCCFA President

## 2024 SCHEDULE OF EVENTS

### THURSDAY, JULY 25

8:30 a.m. – 12:30 p.m.	2024 Vicki Uselton Memorial Golf Tournament
2:00 p.m. – 6:00 p.m.	Exhibitor Registration & Setup
3:00 p.m. – 6:30 p.m.	Registration Desk Open
6:30 p.m. - 7:30 p.m.	FCCFA Welcome Reception

### FRIDAY, JULY 26

7:30 a.m. – 9:00 a.m.	Breakfast On Your Own
7:30 a.m. – 9:00 a.m.	Exhibitor Registration & Setup
8:00 a.m. – 5:30 p.m.	Registration Desk Open
9:30 a.m. – 9:45 a.m.	President’s Welcome
9:30 a.m. – 5:30 p.m.	Trade Show Hall Open
<b>9:45 a.m. – 11:00 a.m.</b>	<b>GENERAL SESSION:</b>
11:00 a.m. – 11:30 a.m.	Trade Show Break
<b>11:30 a.m. – 12:45 p.m.</b>	<b>GENERAL SESSION:</b>
12:45 p.m. – 2:00 p.m.	Lunch with Exhibitors in Trade Show Hall
<b>2:00 p.m. – 2:30 p.m.</b>	<b>GENERAL SESSION:</b>
<b>2:30 p.m. – 3:00 p.m.</b>	<b>GENERAL SESSION:</b>

3:00 p.m. – 3:30 p.m.	Trade Show & Beverage Break
3:30 p.m. – 4:15 p.m.	FCCFA Business Meeting & Elections
4:30 p.m. – 5:30 p.m.	Networking Reception in Trade Show Hall
6:00 p.m.	Dinner On Your Own
8:30 p.m. – 11:00 p.m.	After Hours Reception

### SATURDAY, JULY 27

8:00 a.m. – 12:00 p.m.	Registration Desk Open
8:30 a.m. – 10:00 a.m.	Breakfast with Exhibitors in Trade Show Hall
8:30 a.m. – 12:00 p.m.	Trade Show Hall Open
<b>9:30 a.m. – 10:30 a.m.</b>	<b>GENERAL SESSION:</b>
10:30 a.m. – 11:00 a.m.	Trade Show Break
<b>11:00 a.m. – 12:00 p.m.</b>	<b>GENERAL SESSION:</b>
12:00 p.m. – 2:00 p.m.	Exhibits Breakdown
12:00 p.m. – 6:30 p.m.	Afternoon on Your Own / Local Activities
6:00 p.m. - 10:00 p.m.	Celebration of Remembrance and Closing Dinner



# EXHIBIT BOOTH & TABLE TOP DISPLAY PACKAGES

**\$1,050 – 8' X 10' Booth – Member**  
**\$1,300 – 8' X 10' Booth – Non-Member**

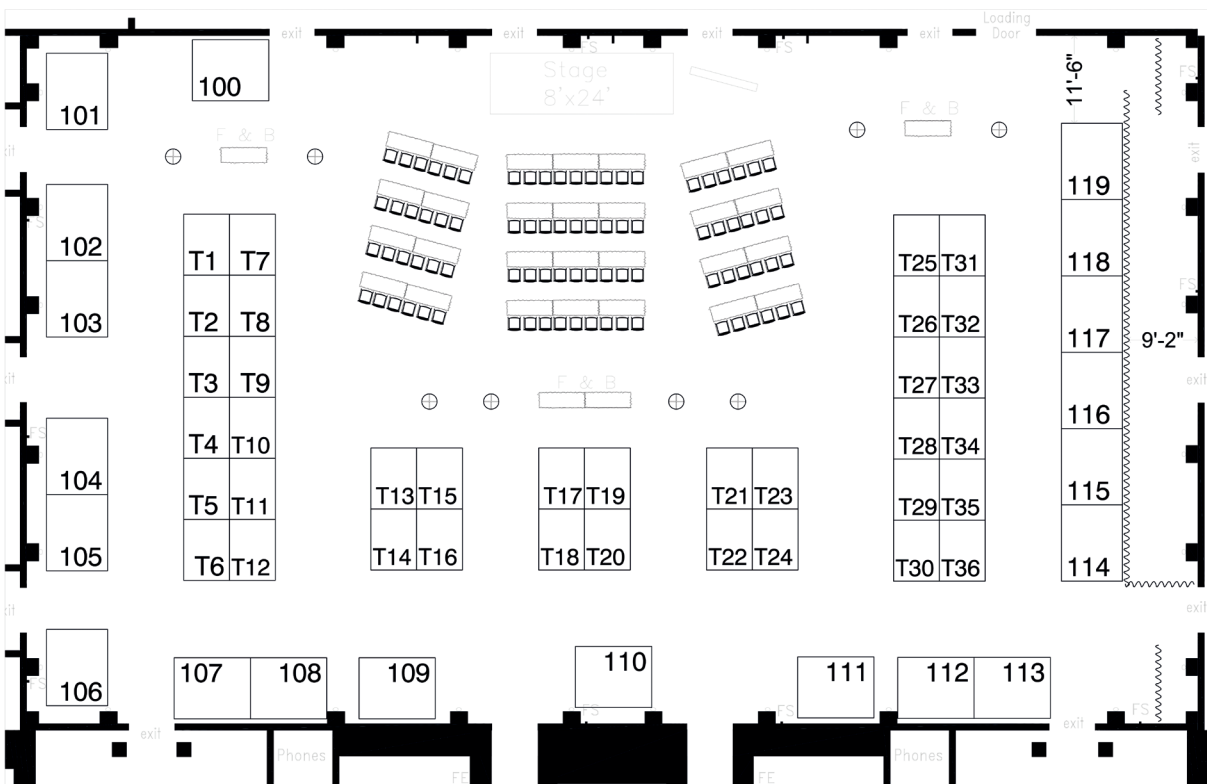
## 2024 Exhibit Booth Package Includes:

- ⚓ One (1) 8' X 10' exhibit booth, 3' high side rails and 8' high back draping, 6ft. skirted table, two (2) chairs, wastebasket & identification sign
- ⚓ Two (2) Exhibitor name badges with full access to all sessions and events in trade show hall
- ⚓ Two (2) Tickets to the Reception & Banquet Dinner on Saturday Evening
- ⚓ Recognition in the convention program and on signage at the convention
- ⚓ Recognition as an exhibitor on the FCCFA website

**\$925 – Table Top Display – Member**  
**\$1,200 – Table Top Display – Non-Member**

## 2024 Table Top Display Package Includes:

- ⚓ One (1) 6' x 8' table top display, 6 ft. skirted table, 3' high side rails on three sides, two (2) chairs, wastebasket & identification sign
- ⚓ Two (2) Exhibitor name badges with full access to all sessions and events in trade show hall
- ⚓ Two (2) Tickets to the Reception & Banquet Dinner on Saturday Evening
- ⚓ Recognition in the convention program and on signage at the convention
- ⚓ Recognition as an exhibitor on the FCCFA website



## HALL SECURITY

The exhibit area will be locked at the close of each day for the protection of the exhibits. Only authorized personnel will have access to the exhibit area during non-show hours. The hotel management and FCCFA will take all reasonable precautions to avoid the loss of exhibitor's property by theft or fire, but under no circumstances shall the hotel management or FCCFA be responsible for such losses. It is recommended that exhibitors cover their property with suitable insurance. Children are allowed in the exhibit areas, but please take the necessary precautions for their safety as well as for your display.

*NOTE: All booths and tabletop displays will be assigned on a first-come, first-served basis upon receipt of payment in full. An exhibitor kit with order forms, deadlines and additional information will be emailed to each confirmed exhibitor. Additional exhibitor name badges may be purchased once you receive your exhibitor confirmation and information. All shipping, additional furnishings and equipment unless stated above will be at the expense of the exhibitor.*



# 2024 SPONSORSHIP OPPORTUNITIES

Every Convention sponsorship option will receive the following, in addition to what is listed under the individual sponsorships:

- ⚓ Recognition on the FCCFA Convention webpage
- ⚓ Recognition in convention promotional emails to all FCCFA members
- ⚓ Company recognition in the bi-monthly electronic newsletter
- ⚓ Complete list of all FCCFA attendees and contact information (one week prior & one week after convention)
- ⚓ Recognition in the onsite convention program given to all attendees
- ⚓ Verbal recognition and recognition on event signage at the convention
- ⚓ PowerPoint recognition slide run in general session

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## SPONSORSHIP OPPORTUNITIES

**FCCFA BOARD OF DIRECTORS MEETING – SOLD**

**FCCFA BOARD OF DIRECTORS DINNER - \$1,500**  
(2 available, can bring 2 people to the dinner)

**CONVENTION KEYNOTE SPEAKER – \$5,000**

**THURSDAY WELCOME RECEPTION – \$2,000 (3 available)**

**ALL DAY COFFEE SPONSOR – Friday \$1,000 (2 Available)**  
**Saturday \$500 (2 Available)**

**FRIDAY LUNCH IN THE TRADE SHOW HALL – \$2,000**  
(5 available)

**FRIDAY PM BEVERAGE BREAK – \$1,000**

**FRIDAY NETWORKING RECEPTION – \$1,500 (3 available)**

**SATURDAY BREAKFAST IN THE TRADE SHOW HALL – \$1,750**  
(4 available)

**SATURDAY EVENING RECEPTION – \$1,500 (3 available)**

**SATURDAY EVENING BANQUET DINNER – \$2,500**  
(6 available)

**SATURDAY EVENING BAR SPONSOR**

Reception \$5,000  
Dinner \$5,000

**SATURDAY EVENING BANQUET DINNER ENTERTAINMENT – \$2,000 (2 available)**

**CONVENTION TOTE BAGS – \$2,500**

**ATTENDEE LANYARDS – \$3,500**

**HOTEL KEY CARDS – SOLD**

**FCCFA GOLF TITLE SPONSOR TOURNAMENT – \$2,750**

**FCCFA GOLF RANGE SPONSOR - \$1,500**  
(includes 2 player registration)

**GOLF TEE SIGNS – \$175 (18 available)**  
Tee sign with sponsor logo at golf hole

**PUTTING CHALLENGE SPONSOR - \$1,000**

*(NOTE: Sponsorships will be assigned based on the date contract is received with payment in full. All sponsorships will be reserved on a first-come, first-served basis. All sponsorships must be paid in full to receive benefits described in sponsorship details.)*

For more information on sponsorship opportunities, please contact Elizabeth Lane, FCCFA Senior Meeting Planner, at [elane@executiveoffice.org](mailto:elane@executiveoffice.org) or 800.226.3332.



# FCCFA TERMS OF EXHIBITOR / SPONSOR AGREEMENT

**AGREEMENT:** The following terms shall become binding upon acceptance of this agreement between the applicant and his/her employees and the Florida Cemetery, Cremation and Funeral Association (FCCFA), the meeting and exhibits host.

**BOOTH ASSIGNMENT:** Exhibit space will be assigned based on the date the contract is received with payment in full. In the case of multiple contracts received on the same date, priority will be given to those exhibitors who are also sponsors and to those who have previously exhibited with the FCCFA.

**SPONSORSHIPS:** Sponsorships will be assigned based on the date the contract is received with payment in full. All sponsorships will be reserved on a first-come, first-served basis. All sponsorships must be paid in full to receive benefits described in sponsorship details.

**PUBLIC POLICY:** Exhibitors are charged with knowledge of all ordinances and regulations pertaining to taxes, health prevention, customs and public safety while participating in this event. Compliance with such laws is mandatory for exhibitors and the responsibility of the exhibitor.

**DISMANTLING:** No part of an exhibit shall be removed during show hours. Exhibits must be kept intact until 12:00 p.m. on Saturday, July 27, 2024. All exhibits must be dismantled and removed by 2:00 p.m. on Saturday, July 27, 2024; otherwise FCCFA reserves the right to remove the exhibit at the exhibitor's expense.

**EXHIBIT DIMENSIONS:** 8' X 10' booths – Height of any part of the display may not exceed 8' from the floor or the display come forward by more than 10'. Tabletop displays – height of any part of the display may not exceed 6' from the floor or the displays come forward by more than 8'. Tabletop displays may not block view of other tabletop displays. Please review the exhibitor section for more information.

**USE OF EXHIBIT SPACE:** Exhibitors shall reflect their company's highest standards of professionalism while maintaining exhibit space during exhibit show hours. No exhibitor shall assign, sublet or share exhibit space.

**LITERATURE DISTRIBUTION:** All literature must be distributed within the assigned booth space. No materials may be placed on tables or chairs, attached to meeting space walls or ceilings, or left in public places or distributed in aisles, lounge areas or other exhibitor booths. Items found in these places will be disposed of without question.

**DAMAGE TO PROPERTY:** Exhibitors are liable for any damage caused to building, floors, walls, columns, or to standard exhibit equipment or to other exhibitor's property.

**CANCELLATION:** No cancellation shall be acknowledged unless received in writing by the FCCFA executive office. Should an exhibitor wish to cancel 30 days before the trade show booth set-up date (7/25/24), a 50% refund will be retained by FCCFA. Should a sponsor wish to cancel after receipt of signed agreement, a 50% refund will be retained by FCCFA.

**No refunds will be given for cancellation requested after June 25, 2024.**

**FIRE AND SAFETY REGULATIONS:** All local regulations will be strictly enforced, and the exhibitor assumes all responsibility for compliance with such regulations. Fire hose cabinets and fire exits must be left accessible and in full view at all times. All disposable materials and decorations must be flameproof and are subject to inspections.

**LIABILITY AND INSURANCE:** The exhibit area will be locked at the close of each day for the protection of the exhibits. Only authorized personnel will have access to the exhibit area during non-show hours. The hotel management and FCCFA will take all reasonable precautions to avoid the loss of exhibitor's property by theft or fire, but under no circumstances shall the hotel management or FCCFA be responsible for such losses. It is recommended that exhibitors cover their property with suitable insurance. Children are allowed in the exhibit areas, but please take the necessary precautions for their safety as well as for your display.

**ELIGIBLE EXHIBITS:** FCCFA reserves the right to determine the eligibility of any company or product(s) for inclusion in the convention and/or trade show. FCCFA reserves the right to reject, evict or prohibit any exhibit in whole or in part, or any exhibitor, or his representatives, with or without giving cause.

**NOISY AND OBNOXIOUS EQUIPMENT:**

Exhibitors are not allowed to disrupt the booths around them and all noise must be contained within the exhibit booth areas.

**PERMISSION TO USE PHOTOGRAPHIC IMAGERY**

By registering as an exhibitor of the FCCFA 2024 Annual Convention & Trade Show I hereby grant the FCCFA permission to use any and all photographic imagery and video footage take of me at this event and activities pertaining to this event, without payment or other consideration. I understand that such materials may be published electronically or in print or used in presentations or exhibitions.





# HOTEL INFORMATION



## HYATT REGENCY COCONUT POINT RESORT & SPA

5001 Coconut Road  
Bonita Springs, FL 34134  
[www.coconutpoint.hyatt.com](http://www.coconutpoint.hyatt.com)

Located on 26 lush, tropical acres overlooking Estero Bay and the Gulf of Mexico in Bonita Springs, you will find a casual environment that invites limitless recreation and relaxation. With a championship golf course and world class spa on property, the Hyatt Regency Coconut Resort & Spa is the ideal Florida Gulf Coast destination for work or play. Set out for an unforgettable escape to the best of Bonita Springs and Southwest Florida.

### HOTEL RESERVATIONS:

Make your reservations directly with the Hyatt by calling **239.444.1234**. Click [here](#) to register online. Please state you are with the FCCFA to receive the reduced rate of \$204 per room per night plus a \$5.00 resort fee. The resort fee was reduced from \$35 to \$5 and includes, in-room high speed internet, 2 bottles of water daily, rock climbing wall, resort trolley transportation, complimentary self-parking, resort ferry to private secluded island, beach chairs, towels & umbrellas, resort activities and a 24-hour fitness center and golf bag storage. The Hyatt will only be able to offer this rate for rooms to the FCCFA until **Tuesday, July 2, 2024**.

*Note: The association can only reserve a certain number of rooms at the discounted rate. Once the room block is sold out, even if that day is prior to the cutoff date, a higher prevailing room rate will apply. Make your reservations today!*



2024 FCCFA ANNUAL CONVENTION & TRADE SHOW

# 2024 FCCFA CONVENTION EXHIBITOR / SPONSOR AGREEMENT

(Note: The pre-show contact will receive the exhibitor kit and other pre-show materials.)

Pre-Show Contact: \_\_\_\_\_ Pre-Show Contact Email: \_\_\_\_\_

Company: \_\_\_\_\_ Website: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

## EXHIBIT BOOTH & TABLE TOP DISPLAY SELECTION

Note: FCCFA will assign booth/table top display preferences to companies whose payment is received in full. If your company requests a booth/table top display that is already assigned, FCCFA reserves the right to assign your company to the next best available booth/table top location.

1st Choice \_\_\_\_\_ 2nd Choice \_\_\_\_\_ 3rd Choice \_\_\_\_\_

If possible, do not place us next to the following companies (specific names): \_\_\_\_\_

## EXHIBIT BOOTH OPTIONS (Please check all that apply)

	Member	Non-Member		Member	Non-Member
8 x10 Booth	<input type="checkbox"/> \$1,050.00	<input type="checkbox"/> \$1,300.00	Table Top Display	<input type="checkbox"/> \$925.00	<input type="checkbox"/> \$1,200.00

## SPONSORSHIP SELECTION (Please check all that apply)

Board of Directors Meeting	<b>SOLD</b>	Saturday Banquet Dinner (6 available)	<input type="checkbox"/> \$2,500.00
Board of Directors Dinner (2 available)	<input type="checkbox"/> \$1,500.00	Sat Banquet Entertainment (2 available)	<input type="checkbox"/> \$2,000.00
Thursday Welcome Reception (3 available)	<input type="checkbox"/> \$2,000.00	Saturday Evening Bar Sponsor <input type="checkbox"/> Reception \$5,000 <input type="checkbox"/> Dinner \$5,000	
Friday Lunch (5 available)	<input type="checkbox"/> \$2,000.00	Convention Keynote Speaker	<input type="checkbox"/> \$5,000.00
Friday PM Break	<input type="checkbox"/> \$1,000.00	Convention Tote Bags	<input type="checkbox"/> \$2,500.00
Friday Networking Reception (3 available)	<input type="checkbox"/> \$1,500.00	Hotel Key Cards	<b>SOLD</b>
Saturday Breakfast (4 available)	<input type="checkbox"/> \$1,750.00	Attendee Lanyards	<input type="checkbox"/> \$3,500.00
Saturday Reception (3 available)	<input type="checkbox"/> \$1,500.00	All Day Coffee <input type="checkbox"/> Friday: \$1,500.00 / <input type="checkbox"/> Sat: \$750.00	

## CHARITY GOLF TOURNAMENT

### CHARITY GOLF TOURNAMENT PLAYER REGISTRATION

Individual Registration  \$175.00  Team Registration Number of players \_\_\_\_\_ x \$175 = \$ \_\_\_\_\_

Title Sponsor (1 available)	<input type="checkbox"/> \$2,750.00	Closets to the Pin (1 available)	<input type="checkbox"/> \$250.00
Drink Ticket Sponsor (2 available)	<input type="checkbox"/> \$500.00	Tee Signs (18 available)	<input type="checkbox"/> \$175.00
Longest Drive (1 available)	<input type="checkbox"/> \$250.00	Range Sponsor	<input type="checkbox"/> \$1,500.00
Event Sponsor	<input type="checkbox"/> \$1,000.00	Putting Challenge Sponsor	<input type="checkbox"/> \$1,000

TOTAL PAYMENT DUE (including sponsorship, booth space, and/or golf registration): \$ \_\_\_\_\_

## PAYMENT INFORMATION

Check Enclosed (made payable to the Florida Cemetery Cremation and Funeral Association)  Visa  Master Card  AMEX

Card #: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ CVV Code\*: \_\_\_\_\_

\*This is the 3 digit number found next to the signature area on the back of the card. For AMEX it is the 4 digit code on the front of the card.

Name on Card: \_\_\_\_\_ Signature: \_\_\_\_\_

Billing Address & Zip Code: \_\_\_\_\_

## CONTRACT AGREEMENT

The authorized signer understands that this agreement becomes a contract when signed below and is accepted by FCCFA. The company then agrees to abide by the terms and conditions stated on page 5 in this agreement.

Authorized Signer (Print Name) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Please return along with payment to the Florida Cemetery Cremation & Funeral Association, 325 John Knox Rd, Ste L103, Tallahassee, FL 32303 or by fax to (850) 222-3019. For additional questions or requests, please contact Elizabeth Lane at (800) 226-3332 or email at [elane@executiveoffice.org](mailto:elane@executiveoffice.org).

**REGISTER HERE**



# 2024 FCCFA CHARITY GOLF TOURNAMENT

**Thursday, July 25, 2024**

**8:30 a.m. – 12:30 p.m.**

**Saltleaf Golf Preserve**

A golf tournament will take place on **Thursday, July 25 from 8:30 a.m. – 12:30 p.m. at Saltleaf Golf Preserve**. Proceeds from the 2024 Golf Tournament will go to the **The V Foundation for Cancer Research**. Join the FCCFA in supporting this charity through your participation and sponsorships for the golf tournament.

For more information on the convention as it becomes available, please continue to visit the FCCFA website at [www.theFCCFA.com](http://www.theFCCFA.com) or contact the FCCFA office at 800.226.3332.



**REGISTER HERE**



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